

MONTANA CHEMICAL DEPENDENCY CENTER POLICY AND PROCEDURE MANUAL

Policy Subject: Use of Ambulance Service	
Policy Number: MNP 15	Standards/Statutes: ARM 37.27.130 MCA
Effective Date: 01/01/02	Page 1 of 2

PURPOSE:

To provide emergency transportation to an acute care hospital setting.

POLICY:

MCDC is a Level III medically monitored inpatient treatment center; it is not licensed to provide the level of care, which is provided at an acute care hospital. If a situation arises in which an MCDC patient would require treatment at an acute care medical facility, MCDC has a contract with A-1 ambulance to provide a means of transportation for such emergency situations.

PROCEDURE:

I. If a patient requires medical attention at another medical facility, the nurse on duty will notify the physician on call of his/her assessment. The physician will make a decision about the need for transporting the patient. If the patient requires transport, a physician's order should be documented on the Physician's Order Sheet. Depending on the situation, the nurse on duty will decide if the patient is capable of being transported by MCDC's transportation personnel or by ambulance. In an acute emergency, such as a cardiac arrest, where the priority is patient health and safety and there is no time to contact the physician, the charge nurse will proceed with accessing an ambulance through 911 emergency and notify the physician when time allows.

II. If an ambulance is required, the following steps should be taken:

A. If it is an extreme emergency, dial 911 and request the Advanced Life Support Team. Give clear and exact instructions on the location of the emergency.

B. For all other situations requiring an ambulance, call A-1 Ambulance at 723-3132.

C. Inform A-1 Ambulance as to the situation requiring their service so that they can prioritize their

calls and they can bring necessary and appropriate equipment to the scene.

D. If there are any medical precautions, such as possible tuberculosis diagnosis, it is the responsibility of the nursing staff to notify A-1 Ambulance personnel and referring agency of the precautions.

III. Complete a MCDC transfer form. The original will accompany the patient and there will be three photocopies; one will be place in the patient's chart, one to the reimbursement department, and one to the program Administrator.

IV. Also to accompany the patient should be a photocopy of the patient's MAR, physical exam, any lab work, and any other pertinent information.

V. Call the nurse in the hospital emergency room and inform him/her that a patient is on the way; give a brief, pertinent history on the patient.

VI. Document events on the chart.

VII. If the patient is still at the hospital by the end of the shift, the charge nurse should call the hospital for a report on the patient's condition and report the patient's condition to the following shift.

VIII. Note disposition of the patient on the 24-hour census report and in patient's chart.

IX. If the patient is admitted to the hospital, complete the MCDC discharge procedures as described in policy MED115.1.

Revisions: _____

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